

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
OCTOBER 19, 2015**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, October 19, 2015.

The meeting was called to order by Chairman Rick Stradtner.

**UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:**

Rick Stradtner – Chairman  
Doug Schulte – Vice Chairman  
Roger Seng – Secretary  
Alex Emmons – Wastewater Commissioner  
Wayne Schuetter – Electric Commissioner  
Keith Masterson – Gas Commissioner  
Dave Hurst – Water Commissioner

**ALSO PRESENT:**

Jerry Schitter – Electric Distribution Manager  
Ernie Hinkle – Gas & Water Manager  
Ed Hollinden – Wastewater Manager  
Bud Hauersperger – General Manager  
Ashley Kiefer – Office Manager  
Renee Kabrick – City Attorney

**PLEDGE OF ALLEGIANCE** (DVD-00:43)

Chairman Rick Stradtner led the Pledge of Allegiance.

**APPROVAL OF MINUTES** (DVD-01:08)

Chairman Rick Stradtner presented the minutes of the September 21, 2015 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Wayne Schuetter made a motion to approve the minutes of the meeting as presented. Doug Schulte seconded the motion. Motion approved, 7-0.

**ELECTRIC PLANNING COMMITTEE REPORT** (DVD-01:58)

Wayne Schuetter, Chairman of the Electric Planning Committee, stated the committee did not meet during the past month.

**TRAVELING WATER SCREEN DIVE INSPECTION** (DVD-02:07)

Ernie Hinkle informed the Board that the traveling water screen for the Water

Department was originally installed in 1997. It has been inspected twice since then by the same company who installed it, Evoqua Water Technologies. The last inspection for the traveling water screen was seven years ago. Hinkle contacted Evoqua Water Technologies to get a quote for the inspection of the traveling water screen. The quoted amount was \$6,985. Hinkle asked for the Board's permission to have Evoqua Water Technologies perform the inspection; since this is their equipment and they have performed the inspection the last two times.

The Board discussed the options regarding the traveling water screen inspection and asked Hinkle to get at least one other quote from another vendor and report back to the Board at the November Utility Service Board meeting.

#### **GAS PLANNING COMMITTEE REPORT** (DVD-10:25)

Keith Masterson, Chairman of the Gas Planning Committee, stated that the committee did not meet during the past month.

#### **WATER PLANNING COMMITTEE REPORT** (DVD-10:30)

Dave Hurst, Chairman of the Water Planning Committee, stated the committee did not meet during the past month.

#### **RESULTS OF SEWER RELINING QUOTE OPENING** (DVD-10:40)

Ed Hollinden informed the Board that at last month's Utility Service Board meeting two quotes were considered for the sewer relining project. The City Engineer reviewed the quotes and recommended the low, base bid from Insituform for \$53,849.20. The bid is a not-to-exceed \$100,000 for sewer relining, with the price calculated on a per lineal foot basis.

Keith Masterson made a motion to approve the low bid from Insituform for \$53,849.20 for sewer relining. Alex Emmons seconded the motion.

Wayne Schuetter amended the motion to approve the low bid from Insituform for \$53,849.20 for sewer relining, with the understanding that the total relining cost does not exceed \$100,000. Roger Seng seconded the motion. Motion approved, 7-0.

#### **AA UNIT** (DVD-14:21)

Hollinden informed the Board that last November an old AA unit was declared as surplus to scrap. Hollinden contacted VUJC and they would like to have the unit to use in the classroom for parts. Hollinden asked for the Board's permission to donate the AA unit to VUJC.

Alex Emmons made a motion to approve the donation of the AA unit to VUJC. Wayne Schuetter seconded the motion. Motion approved, 7-0

#### **WASTEWATER PLANNING COMMITTEE REPORT** (DVD-15:46)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

**RESCHEDULE JANUARY & FEBRUARY 2016 MEETINGS DUE TO CITY HOLIDAYS – PROPOSED DATES: JANUARY 19<sup>TH</sup> & FEBRUARY 16<sup>TH</sup>** (DVD-15:53)

Ashley Kiefer informed the Board that the City will be observing Martin Luther King Day in January and President's Day in February. Both observed holidays fall on dates for the Regular Utility Service Board meetings. Kiefer stated that these two meetings will have to be rescheduled. Kiefer proposed Tuesday, January 19<sup>th</sup> for the Regular January meeting and Tuesday, February 16<sup>th</sup> for the Regular February meeting.

Doug Schulte made a motion to reschedule the January 18, 2016 Utility Service Board meeting to January 19, 2016 and the February 15, 2016 Utility Service Board meeting to February 16, 2016, due to observing City holidays. Dave Hurst seconded the motion. Motion approved, 7-0.

**ASSET DISPOASAL AUTHORIZATIONS** (DVD-17:28)

Kiefer gave the Board a copy of the 2015 Annual Asset Disposal Authorization to review. A physical inventory is taken each year of all capital assets in all utility facilities. The items on the authorization need to be disposed of, per the Utility Managers. There being no questions, Kiefer asked for approval from the Board to dispose of the assets listed on the authorization.

Doug Schulte made a motion to approve the Annual Asset Disposal Authorizations. Dave Hurst seconded the motion. Motion approved, 7-0.

**FINANCE COMMITTEE MEETING HELD ON OCTOBER 15TH** (DVD-19:28)

Bud Hauersperger, General Manager, stated that the Finance Committee did meet on October 15, 2015. At the meeting the Committee discussed the server quotes for the City. Brian Scott with Technology Dynamics was at the meeting via conference call. Hauersperger informed the Board that the total cost for the server was \$73,921.78, which included consulting fees and a contingency of \$15,000. Hauersperger stated that based on the present usage of the server the cost would be split 65% Utilities portion and 35% Civil City portion. The Utilities portion would equal \$48,049.16.

Hauersperger also stated that \$41,000 was included for computer and IT equipment in the 2015 Capital Expenditure plan. This amount only included \$25,000 for the server and the other \$16,000 was for new computers. No consulting fees or contingency was included in this total. At this time a fifty/fifty split was calculated between the Utilities and the Civil City.

Hauersperger informed the Board that each Utility Department has a Computer Fund set up and at this time there is approximately \$183,000 in the Departments' Computer Funds combined. These funds can be used for the additional cost needed for the server.

Hauersperger informed the Board that there is a consulting fee from Technology Dynamics for \$10,290 in these new figures. This consulting fee is for all the specification work Brian Scott did for the server project. Hauersperger stated that this consulting fee is compared to the engineering fee for other projects the City has done. The consulting fee is included in the total cost of the project.

The Board discussed the 65% Utilities portion versus the 35% Civil City portion in the server cost. The Board agreed to approve the split, but decided to review the split in a year based on the actual server usage.

Doug Schulte made a motion to approve a not-to-exceed \$48,049.16 for the server upgrade, for the Utilities portion, which is a 65/35 split with the Civil City, which includes the contract with Technology Dynamics for \$10,290, and is contingent upon review of server usage after one year. Keith Masterson seconded the motion. Motion approved, 7-0.

#### **BEAVER LAKE SPILLWAY ELEVATION PROJECT UPDATE** (DVD-38:17)

Hauersperger informed the Board that the work at Beaver is ongoing. The earth work and hydro seeding is complete, and the elevation has also been changed. Hauersperger said that a quarter of the demolition is done and they have poured about thirty feet of concrete as of Friday. Hauersperger said that the project should be complete in a month.

Hauersperger also informed the Board regarding a couple of change orders for the spillway project. The first change order is for additional drilling and replacing the previous rebar with 6 inches of new rebar. The change order amount is an additional \$1,515. This money will come from the \$16,720 contingency fund, which is built-in already.

The second change order is for crack repair, which was already determined for 100 feet to be epoxied. There is an additional twenty-five feet that will need to be epoxied, adding an additional charge of \$2,500. Hauersperger stated that this amount is not included in the project cost but is a maintenance expense, which the Water Department will pay out of their own funds.

Wayne Schuetter made a motion to approve the \$1,515 for the rebar change from the contingency fund, and also approved the \$2,500 to repair cracks in the existing dam for the additional twenty-five feet from the Water department's maintenance fund. Roger Seng seconded the motion. Motion approved, 7-0.

#### **FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET** (DVD-45:28)

Roger Seng reported that the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Keith Masterson made a motion to approve the claims as presented. Dave Hurst seconded the motion. Motion approved, 7-0.

#### **PHONE SERVICE AGREEMENT – FRONTIER COMMUNICATIONS** (DVD-46:22)

Attorney Kabrick reminded the Board that a new phone system for City Hall is being developed. Due to the new phone changes, the City has reviewed its phone usage and services and found that they can save money changing the phone service to a new agreement with Frontier Communications. This agreement will be based on a per minute fee and will save the City

approximately \$24,000 annually for usage City wide. This agreement would only be for one year, at which time the City will re-assess.

Wayne Schuetter made a motion to approve the new phone service agreement with Frontier Communications. Doug Schulte seconded the motion. Motion approved, 7-0.

There being no further business to come before the Board, the meeting was adjourned at 7:50PM upon motion by Alex Emmons and second by Keith Masterson. Motion approved, 7-0.

The minutes were hereby approved\_\_\_\_\_ with   X   without corrections this 16<sup>th</sup> day of November, 2015.

Attest: \_\_\_\_\_  
Secretary Chairman